

ATTACHMENT B

INSURANCE REQUIREMENTS

Before a purchase order can be issued, you must meet the following insurance requirements:

1. **Certificate of Insurance.** A certificate of insurance showing the City of Long Beach as the certificate holder at the address given below, must be filed with the City before the purchase order is issued. The certificate must evidence the following insurance placed with an insurer admitted to write insurance in California or an authorized non-admitted insurer having a rate of, or equivalent to A:VIII by A.M. Best Company:
 - a. **Commercial general-liability** (equivalent in coverage to ISO form CG 00 01 85 OR 88), including cross-liability protection and broad form contractual liability, in an amount not less than \$1,000,000 combined single limit for each occurrence. If the policy has a general aggregate limit, the general aggregate limit must be in an amount not less than \$2,000,000. The "City of Long Beach, its officials, employees, and agents" must be named as additional insureds and such coverage must not be limited to the vicarious liability or supervisory role of the additional insured.
 - b. **Automobile liability** (equivalent in coverage to ISO form CA 00 01 06 92) in an amount not less than \$500,000 combined single limit per accident for bodily injury and property damage covering Auto System 1 (Any Auto).
 - c. **Professional liability or errors and omissions** in an amount not less than \$1,000,000 per occurrence if you are providing accounting, actuarial, architectural, auditing, brokerage, computer programming, consulting, counseling, daycare, engineering, environmental, landscape architectural, legal, medical, nursing, pastoral, surveying, real estate, soils engineering, or other professional services.
 - d. **Workers' compensation and employer's liability** in an amount not less than \$1,000,000 per accident if workers' compensation coverage is required by the California Labor Code.
2. **Endorsements.** All applicable original endorsements must also be filed with the City of Long Beach before the purchase order is issued, including but not limited to:
 - a. An additional insured endorsement (equivalent to ISO form CG 20 10 11 85 OR CG 20 26 11 85) naming "The City of Long Beach, its officials, employees and agents" as additional insureds under the general liability policy. Failure to comply with this requirement will prevent the issuance of a purchase order.

- b. An endorsement to each policy state that such policy shall not be cancelled by either party or reduced in coverage except after thirty (30) days prior written notice to City and that the policy shall apply on a primary non-contributing basis in relation to any insurance of self-insurance, primary or excess, maintained by or available to City or any employee or agent of City.

3. **Special Risks.** Additional insurance requirements may be imposed on certain risks:

- a. Construction contracts;
- b. Medical, daycare, excavation, drilling, trenching or shoring services, or services involving explosives or pyrotechnics;
- c. Environmental consulting, engineering or related services or operations, including brownfields' redevelopment;
- d. Custom manufactured products;
- e. Products or services involving firearms, tobacco, alcohol, or controlled substances;
- f. Marine-related products or services;
- g. Aircraft-related products or services;
- h. Any unusual or high-risk activities.